

CHAPTER 6

DEPARTMENT OF DEFENSE COMMISSARY EXECUTIVE BOARD

Part A - Policy

6-101 General Policy

The DoD Commissary Executive Board is a permanent board, responsible to the Secretary of Defense through the **ASD(FM&P)** for recommending broad policy guidance, including proposing goals for the Military Departments in the operation of their respective commissary systems.

Part B - Membership

6-201 Composition

The DoD Commissary Executive Board is composed of the following members:

- a. Deputy Assistant Secretary of Defense (Military Manpower and Personnel Policy), **OASD(FM&P)** -- Chairperson of the Executive Board.
- b. Deputy Assistant Secretary of Defense (Installations), **OASD(A&L)**.
- c. Deputy Assistant Secretary of Defense (Management Systems), **OASD(C)**.
- d. Commander, U.S. Army Troop Support Agency.
- e. Commander, Navy Resale and Services Support Office.
- f. Commander, Air Force Commissary Service.
- g. Director, Facilities and Services Division, Headquarters, United States Marine Corps.
- h. Commander, Defense Personnel Support Center.
- i. Comptroller, United States Coast, Guard (protempore member).

6-202 Permanent Alternates

Each member may designate a permanent alternate to act for him or her when absent. These alternates shall be designated in a letter to the Chairperson of the Board. Temporary alternates may not be designated.

6-203 Military Resale Board

When considering issues of impact to both commissaries and exchanges, the chairperson may invite the commanders of the respective military exchange systems to participate. At these times, the board will be referred to as the DoD Resale Executive Board.

Part C - Board Charter

6-301 Functions

The board shall perform the following functions regarding the Military Services' commissary systems:

- a. Recommend broad policy and goals for coordination with the Military **Departments** and for consideration/approval by the **ASD(FM&P)**. Representatives of the Military Services are responsible for coordination of recommendations through the respective Military Departments prior to final submission to **ASD(FM&P)** for approval/consideration.
- b. Review the commissary systems' performance.
- c. Review and recommend courses of actions in response to major recommendations made by outside agencies that pertain to all Military Services' commissary systems.
- d. Direct the study of interservice related items affecting commissaries through an ad hoc committee comprised of representatives appointed by the members of the Executive Board.
- e. Other functions as required.

Part D - Meetings and Procedures

6-401 Meetings

Meetings shall be held quarterly or as directed by the Chairperson. Travel and per diem expenses associated with board meetings will be funded by the respective offices or military services to which the participating personnel are assigned.

6-402 Quorum

The quorum required to conduct board business shall be five members including permanent alternates. The quorum must consist of at least two members representing the Military Commissary Services.

6-403 Executive Board Secretariat

The Assistant Director of Personnel Administration and Services (Commissary), Office of the Deputy Assistant Secretary of Defense (Military Manpower and Personnel Policy), **OASD(FM&P)** serves as recorder for the Executive Board. The recorder performs the following functions:

- a. Prepares and disseminates agendas and minutes for board meetings.
- b. Processes board recommendations as required.
- c. Processes out-of-session actions required by the board.
- d. Chairs ad hoc group meetings as directed by the chairperson.
- e. Performs other duties as required by the chairperson.